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8 May 1956

MEMORANDUM FOR: Chief, Basic School

SUBJECT: Week of 1-8 May 1956

1. Basic Supervision. Basic Supervision #20 began Monday, 7 May, with 18 students, GS 5-7.

Basic Supervision #19, an experimental one-week, full-time presentation was completed Friday, 4 May. All 18 students--the maximum enrollment for the course--completed the course.

2. Basic Management. Basic Management #24 was completed on Friday, 4 May, with 13 students.

3. Management Conference. OSI is still making up its mind about the date for the Management Conference originally scheduled for the week of 21 May. It remains to be seen whether the AD will wish to postpone it three weeks or three months.

4. Follow-Up Meetings for Basic Supervision. [] had a preliminary and highly tentative discussion with [] Assistant to the DDCI, concerning an idea originally proposed by []. This is to hold a series of meetings of first-line supervisors, at which a top level executive might discuss developments of concern to the lowest level chiefs. A great many difficulties are in the way, including the identification of topics of joint interest and benefit, protection of normal command and communication channels, maintenance of security, and the question of interest on the part of top management in such a program. We plan to look into this idea further since it could replace in a constructive way some of the good effects of the CIA Orientation Course, with a much smaller expenditure of manhours.

5. SR Management Conference. Plans are now being developed at the request of SR for a special management course presentation to SR branch chiefs and equivalent personnel. Dates are tentatively assigned as 28 May through 8 June and 11 through 22 June, 0930 - 1300 daily. [] and [] will conduct these presentations jointly.

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Chief, Management Training

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